

# Business Assistance



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# PROGRAM LISTING

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**The state of Indiana's Business Assistance Guide** provides an overview of programs available to support businesses that currently operate or are considering opening facilities in the state. The programs listed in this guide are varied, but each is designed to help Indiana businesses successfully compete in today's global marketplace. Whether a business is looking to relocate to Indiana, expand its current operations in the state, upgrade equipment, increase energy efficiency or retrain employees, this guide is a valuable introduction to the resources available.

For more detailed information about a program listed in this guide, please contact the agency or agencies listed at the bottom of that program's description. For further information about doing business in Indiana, please contact the Indiana Department of Commerce at (800) 463-8081 or visit the Web site [www.indianacommerce.com](http://www.indianacommerce.com).

## **Economic Development for a Growing Economy (EDGE)**

### **Services/Uses**

This program provides tax credits to businesses that are either creating new jobs in Indiana or are retaining jobs in Indiana. The tax credits are based upon payroll and other factors associated with the job-creation or job-retention project. The basis of the credit is the state payroll taxes withheld for the net new Indiana resident positions that are created as a result of the project, effectively 3.09% of gross payroll. EDGE is a refundable tax credit against a company's Indiana state tax liability as defined in IC 6-3.1-9. Excess withholdings may be refunded to the company. The credits have no effect on employees' income tax liability.

### **Eligibility**

Businesses that expand in Indiana or will begin new operations in the state, as well as those that retain employees, may be eligible..

### **Terms/Conditions**

The project must retain Indiana jobs or create a substantial number of net new, competitively paying jobs for Indiana residents, or retain Indiana employees. Credits are considered for job-creation projects when the project will not occur without the provision of the credits, and the local governments have provided significant incentives. Credits associated with job-retention projects are considered when a company makes a significant capital investment and local incentives are provided by the communities affected by the potential reduction in jobs in the amount of at least \$1.50 of local incentives for every \$3.00 in EDGE credits. In addition, the company must provide evidence that there is at least one (1) other competing site outside Indiana that is being considered for the project or for the relocation of jobs. There must be a significant disparity in project costs between Indiana and the competing site. EDGE recipients must agree to operate in the state for at least twice as long as the term of the tax credit award. This applies to both job-creation and job-retention projects.

### **Amounts**

The credit awarded is a fixed amount per year. Credits can be awarded for a period of up to 10 years.

### **Apply through**

Indiana Department of Commerce, Economic Development Division—317-232-8888

## Venture Capital Investment (VCI) Tax Credit

### Services/Uses

In an effort to encourage venture capital investments to be made in Indiana, the VCI tax credit is designed to allow a non-refundable Indiana tax credit to taxpayers that provide qualified investment capital to qualified Indiana businesses.

### Eligibility

In order to receive the tax credit, businesses must be independently owned and operated and must be certified as a “qualified Indiana business” by the Indiana Department of Commerce (IDOC).

### Terms/Conditions

IDOC will certify that a business is qualified Indiana business if the business:

- Has its headquarters in Indiana
- Is primarily focused on commercialization of research and development, technology transfers, or the application of new technology, or which promotes the purposes of the VCI Statute
- Has had average annual revenue of less than ten million dollars (\$10,000,000) in the two years preceding the year in which the qualified investment is made
- Has at least 50 percent of its employees residing in Indiana, or at least 75 percent of its assets located in Indiana
- Is not engaged in a real estate-related business, insurance, accountant, physician or lawyer-related business, or oil and gas exploration.

Qualified investment capital is debt or equity capital that is provided to a qualified Indiana business after December 31, 2003, but before December 31, 2008.

### Amounts

The credit equals 20 percent of the amount of the taxpayer’s qualified investment capital provided to a qualified Indiana business during a taxable year, subject to the business’ maximum available VCI Tax Credit amount and the annual maximum total VCI Tax Credit allowance amount.

### Apply through

Indiana Department of Commerce, Economic Development Division—317-232-8888.  
Information available at [www.in.gov/doc/businesses/VentureCap\\_index.htm](http://www.in.gov/doc/businesses/VentureCap_index.htm).

## Indiana Research Expense Credit

### Services/Uses

A state tax-credit program established under IC 6-3.1-4 to support research and development of new products and processes within Indiana.

### Eligibility

Corporations, partnerships and other pass-through entities conducting research and development activities in Indiana.

### Terms/Conditions

The credit may be claimed for qualified research expenses, as defined by the United States Internal Revenue Service Code Section 41(b), that have been incurred for research conducted in Indiana. The credit may be claimed when filing state income taxes by including the IT-20REC form.

### Amounts

Eligible businesses may claim a tax credit against their state income tax equal to 10% of their eligible research-and-development expenses. The credit may be carried forward for 15 taxable years.

### Apply through

Indiana Department of Revenue—317-615-2662  
Information available at [www.in.gov/dor](http://www.in.gov/dor)

## **Enterprise Zone Program**

### **Services/Uses**

This program provides tax credits to improve the cash-flow position of a business and improve its access to capital. The program also provides grants for Phase I and Phase II environmental site assessments for brownfields located in the Enterprise Zone.

### **Eligibility**

- Businesses that operate or will operate in an Indiana Enterprise Zone.
- Lenders who make qualified loans within the Enterprise Zone.
- Qualified employees of businesses located in an Enterprise Zone.

### **Terms/Conditions**

- Participating Zone businesses must reinvest 100% of their tax savings, document their savings and reinvest annually by completing an Enterprise Zone Business Registration Form.
- Applications for a brownfield grant must be submitted through the local Urban Enterprise Association.

### **Amounts**

Personal Property tax credit for inventory and various other credits; amounts vary. Brownfield grant maximum is \$35,000.

### **Apply through**

Indiana Department of Commerce, Community Development Division—317-232-8911



## Loan Guaranty Programs

### Services/Uses

Loan guaranties are available to finance land acquisition; building acquisition or improvements; machinery; equipment; and some working capital.

### Eligibility

High-tech/high-growth companies, agribusiness, rural development projects and some manufacturing companies. Must create or retain Indiana jobs.

### Terms/Conditions

- If security is real property, maximum guaranty up to 90% of loan balance or 90% of appraised fair market value, whichever is less.
- If security is personal property, maximum guaranty up to 75% of loan balance or 75% of fair market value, whichever is less.
- Limited working-capital guarantees available for high-tech companies.
- Typical guaranty amounts are usually for less than the maximum allowed.

### Amounts

Amounts vary. For rural development and value-added agricultural projects, the maximum guaranty is \$300,000. The guaranty may be larger for high-growth/high-tech companies and manufacturing projects.

### Apply through

Indiana Development Finance Authority—317-233-4332

## **Tax-Exempt Bonds & Volume Cap**

### **Services/Uses**

Tax-exempt bonds provide capital financing at low rates. Volume cap is the amount of tax-exempt financing for certain types of private companies allowed in a state in a calendar year.

### **Eligibility**

Indiana manufacturing companies, first-time farmers, and certain not-for-profit organizations, including licensed childcare facilities. A company must obtain an award of volume cap before it can have tax-exempt bonds issued for its project.

### **Terms/Conditions**

- The project must comply with all federal and state laws regarding the issuance of tax-exempt bonds, including obtaining an allocation of the state's volume cap if necessary.
- Special streamlined program for bond issues of \$1 million or less.

### **Amounts**

Bonds requiring volume cap can be issued for up to \$10 million. Certain exempt facility projects may qualify for up to \$30 million over three years.

### **Apply through**

Indiana Development Finance Authority—317-233-4332

## **Skills Enhancement Fund (SEF)**

### **Services/Uses**

The Skills Enhancement Fund (SEF) provides financial assistance in the form of grants for the reimbursement of eligible training costs. The grants cover instructional costs to train new and existing full-time Indiana-resident employees, including instructor wages, tuition and training materials. Eligible uses include:

- Basic-skills training
- Transferable-skills training
- Company-specific skills training needed to support existing and future capital investment
- Quality-assurance training

### **Eligibility**

Indiana manufacturing companies, distribution centers, consortia of manufacturing companies or distribution centers, information technology companies, corporate regional headquarters, or back offices (certain circumstances only). Trainees must be Indiana residents. Non-resident, contractual or part-time employees are not eligible.

### **Terms/Conditions**

Funds are available on a reimbursement basis. The business must submit a two-year training plan with the application and must be in good standing with all Indiana regulatory agencies.

### **Amounts**

Up to 50% of eligible training costs for new and incumbent workers. Awards for retraining have a maximum of \$200,000.

### **Apply through**

Indiana Department of Commerce, Economic Development Division—317-232-8888  
Information available at [www.in.gov/doc/skills2016](http://www.in.gov/doc/skills2016)

## The TECH Fund

### Services/Uses

Training activities eligible for reimbursement must result in a full-time, Indiana-resident employee receiving a portable certification in systems administration, systems engineering, or software development; a professional certification; or other certification in advanced e-business enabling applications.

### Eligibility

Indiana companies or nonprofit corporations that employ Indiana residents (U.S. citizens only) in advanced information-technology occupations. Non-resident, contractual or part-time employees are not eligible. Companies must have been in operation for at least one year prior to the application date and be in good standing with the State of Indiana.

### Terms/Conditions

Funds are available on a reimbursement basis. The business must submit quarterly reports on the status of the employees' training.

### Amounts

Up to 50% of eligible training costs. Awards for training have a maximum of \$50,000 or \$2,500 per employee, whichever is less.

### Apply through

Indiana Department of Commerce, Economic Development Division—317-232-8888, or submit a request for consideration online at [www.indianacommerce.com/techgrant](http://www.indianacommerce.com/techgrant).

## **Advance Indiana – Training the existing workforce**

### **Services/Uses**

Advance Indiana grants are designed to provide financial assistance to companies and organizations committed to expanding the skills of their existing workforce through training programs that result in industry-recognized credentials. The Advance Indiana grant is specifically targeted to companies or organizations in the four high-wage, high-skill, high-growth industry clusters outlined in Governor O'Bannon's Energize Indiana economic development platform: advanced manufacturing, life sciences, high-tech distribution and information technology.

### **Eligibility**

Businesses or organizations within the four targeted industry clusters of advanced manufacturing, life sciences, high-tech distribution and information technology.

### **Terms/Conditions**

Indiana employers who are in compliance with the state of Indiana, including, but not limited to, the Department of Environmental Management, Department of Revenue, Department of Natural Resources, Department of Workforce Development, the office of the Secretary of State and the office of the Attorney General.

All training activities must result in a portable, transferable skill credential. This may include nationally recognized industrial certification, associate degrees, Certificates of Technical Achievement (issued by the state of Indiana), apprenticeships and specialized certifications resulting from college credit.

Training programs must be able to display an impact to the local economy and contribute to the advancement of skilled and technology-based workers.

### **Amounts**

The Advance Indiana Grant carries a maximum award of \$200,000 and requires an equal in-kind or cash match.

### **Apply through**

Indiana Department of Workforce Development—1-800-465-4616  
For more information, visit [www.advanceindiana.IN.gov](http://www.advanceindiana.IN.gov).

## **Incumbent Worker Training Fund (IWTF)**

### **Services/Uses**

Incumbent Worker grants are designed to provide financial assistance to companies and organizations committed to expanding the skills of their existing workforce. This should be accomplished through training programs that result in clear career paths, wage gains and portable skills that are industry recognized. The credentials earned must be able to be carried with the employee throughout his or her career.

### **Eligibility**

All Indiana businesses are eligible to apply, but those applicants that are within recognized high-skill, high-demand occupations will be preferred.

### **Terms/Conditions**

Training activities must result in industry-recognized credentials.

All applicants must show an overall benefit to the Indiana economy.

Indiana employers must be in compliance with the state of Indiana, including (but not limited to) the Department of Environmental Management, Department of Revenue, Department of Natural Resources, Department of Workforce Development, the office of the Secretary of State and the office of the Attorney General.

### **Amounts**

There is no maximum grant amount; however, funds are limited. Most grants do not exceed \$200,000 and no minimum amount will be required.

The amount applied for will be considered in relation to the training requested and will be an important part of the evaluation.

The Incumbent Worker Training Boards as well as the Unemployment Insurance Board must approve allocation of these funds.

### **Apply through**

Indiana Department of Workforce Development—1-800-465-4616  
For more information or for an application, visit [www.in.gov/dwd/HB1962.html](http://www.in.gov/dwd/HB1962.html).

## **Skilled Trades Apprenticeship (STA)**

### **Services/Uses**

STA grants are designed to provide financial assistance to companies and organizations committed to expanding the skills of their existing workers through training programs that result in industry-recognized credentials.

### **Eligibility**

Manufacturing firms with training costs associated with industrial-trade apprenticeships and upgrading skills of journeymen.

### **Terms/Conditions**

- Training must be done in specified courses through Ivy Tech State College.
- Training participants must be members of a joint labor-management training committee and enrolled in courses approved by the Bureau of Apprenticeship and Training (BAT), a division of the U.S. Department of Labor.

### **Amounts**

- The maximum grant award is \$200,000.
- Allocation of these funds requires approval of the Indiana Unemployment Insurance Board.

### **Apply through**

Indiana Department of Workforce Development—1-800-465-4616.  
Information available at [www.advanceindiana.IN.gov](http://www.advanceindiana.IN.gov)

## **Community Development Block Grant (CDBG) Training Program**

### **Services/Uses**

The Indiana Department of Commerce (IDOC) has allocated \$2 million of its federal Community Development Block Grant (CDBG) funding from the U.S. Department of Housing and Urban Development (HUD) to the Skills 2016 program. These federal funds administered by the department will be used to pay eligible costs of training low- and moderate-income (LMI) persons. Trainees must be Indiana residents.

### **Eligibility**

- Applicants/grantees of CDBG-funded training projects must be units of local government (counties, cities and incorporated towns). Grantees may then pass funds to private companies in good standing with the State of Indiana.
- CDBG-financed training projects may also be implemented by nonprofit corporations on behalf of a group of businesses.
- State CDBG funds cannot be awarded to the HUD “entitlement” communities in Indiana. These entitlement areas receive CDBG funding directly from HUD annually, and state CDBG funds cannot be allocated for projects that benefit residents of these areas. A list of entitlement communities is available from IDOC.

### **Terms/Conditions**

CDBG funds are restricted to the costs of training only low- and moderate-income (LMI) persons/employees.

### **Amounts**

IDOC will provide funding for administrative costs of implementing a CDBG training grant. Only persons who have successfully completed the IDOC’s CDBG administrator training course and have current accreditation will be eligible to assist grantees and recipient companies/nonprofit corporations in implementing/monitoring training grants funded with federal CDBG funds.

### **Apply through**

Indiana Department of Commerce, Business Development Division—(317)-232-0160  
Information available at [www.in.gov/doc/skills2016](http://www.in.gov/doc/skills2016).



## **State Student Assistance Commission of Indiana (SSACI)**

### **Services/Uses**

This grant program provides financial aid to part-time students on an individual basis.

### **Eligibility**

- Students seeking an associate's degree or a baccalaureate degree on a part-time basis taking at least six credit hours per semester.
- Students attending Ivy Tech State College may also receive assistance for technical-certificate programs.

### **Terms/Conditions**

Funds are allocated on a contingent basis to each of the higher-education institutions offering part-time programs based on their prior year's performance in the use of funds.

### **Amounts**

Based solely on financial need. Maximum assistance is 80 percent of the approved tuition costs.

### **Apply through**

State Student Assistance Commission of Indiana—317-232-2350

## Indiana Certified Technology Parks

### Services/Uses

The designation of Certified Technology Parks encourages the location of high-technology businesses within areas identified by local redevelopment commissions.

Once an area is designated a Certified Technology Park, a resolution may be adopted designating the Park as an allocation area for purposes of the allocation and distribution of taxes into a certified technology park fund. An incremental tax fund is established by the Indiana State Treasurer, which shall consist of gross retail incremental taxes paid by businesses located within the Park and income tax incremental amounts paid by employees located within the park.

On a monthly basis, amounts held within the incremental tax fund are distributed to the redevelopment commission for deposit into the Certified Technology Park fund. Funds may be used for things such as infrastructure improvements and payment on loans taken out for the purpose of financing the development of public facilities in the Park.

### Eligibility

Cities, towns and counties that have a department of redevelopment, or a department of metropolitan development as its redevelopment commission, may be eligible to have all or part of an area within the jurisdiction of its redevelopment commission designated as a Certified Technology Park.

### Terms/Conditions

An application must be submitted by the city, town or county to the Indiana Department of Commerce. A firm commitment must be demonstrated from at least one business primarily engaged in high-technology activity creating a significant number of jobs. Various other criteria must be met, such as:

- Significant support from an institution of higher education or a private research-based institute located within, or in the vicinity of, the proposed Certified Technology Park.
- The existence of, or proposed development of, a business incubator within the proposed Park that exhibits certain types or resources and organization
- A business plan for the proposed Park that identifies its objectives in a clearly focused and measurable fashion
- A sufficiently demonstrated assurance that the proposed Park will be developed to principally contain property that is primarily used for, or will be primarily used for, a high-technology activity or a business incubator.

### Apply through

Indiana Department of Commerce, Economic Development Division—317-232-8888.  
Information available at [www.in.gov/doc/businesses/CertResearchPark\\_index.htm](http://www.in.gov/doc/businesses/CertResearchPark_index.htm).

## **Industrial Development Grant Fund (IDGF)**

### **Services/Uses**

This state-funded program provides assistance to local units of government for off-site infrastructure projects in support of business development that creates a significant number of new Indiana jobs. Eligible uses include construction, extension or completion of sanitary sewer lines, roads, streets, water lines, railroad spurs and sidings, and fiber optics.

### **Eligibility**

Cities; towns; counties; special taxing districts; economic-development commissions; water, sewage, solid-waste and conservancy districts.

### **Terms/Conditions**

The infrastructure project must support new business development, which is defined as either an expansion of an existing company or the location of a new manufacturing facility. The grant award is based on significant new job creation.

### **Amounts**

Grant amount is determined based on project needs; however, the program is designed to supplement local funding sources.

### **Apply through**

Indiana Department of Commerce, Economic Development Division—317-232-8888

## **Industrial Development Infrastructure Program (IDIP)**

### **Services/Uses**

This federally funded program provides assistance to eligible entities for infrastructure projects in support of job-creation activities for low-to-moderate-income persons. Eligible uses include construction, extension or completion of sanitary sewer lines, roads, streets, water lines, and railroad spurs and sidings.

### **Eligibility**

Counties, cities and incorporated towns in non-entitled areas (areas not already receiving Community Development Block Grant funds).

### **Terms/Conditions**

Projects must support new business development and create new jobs. Documentation showing that at least 51% of the project jobs were made available to persons of low-to-moderate income is required. A job-creation agreement between the grantee and the company is required.

### **Amounts**

Determined based on project needs. The program is designed to supplement local funding sources.

### **Apply through**

Indiana Department of Commerce, Economic Development Division—317-232-8888

## **Industrial Development Loan Fund**

### **Services/Uses**

This state-funded revolving loan program provides assistance for industrial growth in Indiana. The loan is given to a city, town or county for public infrastructure. Eligible uses include construction, extension and completion of sewer lines, water lines, streets, roads, road spurs and sidings.

### **Eligibility**

Cities, towns, counties, economic development commissions and special taxing districts.

### **Terms/Conditions**

- Up to 15 years.
- Principal payment on loan may be deferred up to two years.
- Loans made from the fund may be considered outside of a community's constitutional debt limit of 2%.
- Community must repay loan with a specified revenue source or with property taxes.
- Final approval is given by the State Board of Finance.

### **Amounts**

Loans up to \$1 million are available.

### **Apply through**

Indiana Department of Commerce, Economic Development Division—317-232-8827

## **Industrial Recovery Site Credit (Dinosaur Program)**

### **Services/Uses**

Provides tax credits to offset the cost of rehabilitation of a dinosaur building or complex of buildings.

### **Eligibility**

Indiana municipalities or counties that have a building or complex of buildings that contains at least 300,000 interior square feet, was placed in service at least 20 years ago, and in which at least 75% of the interior floor space has been vacant for at least two years.

### **Terms/Conditions**

Applicant must submit an approved IDOC application.

### **Amounts**

The amount of the credits depends on the age of the building.

If the building is:

- 20–30 years old = 15% credit
- 30–40 years old = 20% credit
- 40 years plus = 25% credit.

### **Apply through**

Indiana Department of Commerce, Community Development Division—317-232-8911

## Brownfields Grant and Loan Funds

### Services/Uses

This state-funded grant and loan program assists in the environmental investigation and remediation of brownfield sites throughout Indiana.

### Eligibility

Cities, towns, and counties are eligible, although third parties (private developers, not-for-profit individuals) may be co-applicants and, in some cases, subsequent recipients of funds.

### Terms/Conditions

- Grants are for Phase I and Phase II environmental assessments performed by an independent environmental consultant chosen by the applicant.
- Low-interest loans for remediation and site-wide demolition.
- Loan interest rates are 2.5% if repaid in less than ten years; 3.0% if repaid in 10-20 years. Up to 20% of the loan may be forgivable if the site contains an underground storage tank or is within one-half mile of a school or licensed childcare facility, pending the achievement of economic development goals.
- Grants for remediation of petroleum contamination.
- The city, town, or county does not need to own the property that is the subject of a brownfields grant or loan, but must have written consent from the private property owner to allow environmental activities to take place.
- Applicants/co-applicants/third parties must not have caused or contributed to the contamination.

### Amounts

Grants of up to \$50,000 per applicant per round are available for environmental site assessment; low-interest loans of up to 10% of the Brownfields Fund are available for remediation/demolition; and grants of up to \$250,000 per applicant per round are available for petroleum remediation.

### Apply through

Indiana Development Finance Authority – 317-233-4332

## Office of Regulatory Ombudsman

### Services/Uses

The Ombudsman acts as an information resource, mediator, expeditor and problem-solver in areas affecting businesses, communities and economic-development organizations.

Services include:

- Assisting in permitting and licensing processes
- Serving as a liaison with state agencies
- Providing information about state regulations and requirements

### Eligibility

Services are available for businesses, communities and local economic development organizations.

### Apply through

Indiana Department of Commerce/Office of Regulatory Ombudsman—  
317-232-8893; 800-280-0584 or at the Web site,  
[www.in.gov/doc/businesses/omoff.html](http://www.in.gov/doc/businesses/omoff.html)



## **Customer Self Service System (CS3)**

### **Services/Uses**

CS3 is a statewide computer network of employment and labor market information. Employers can enter their own job orders, run job matches based on skill sets and directly contact job seekers. Employers can also view documents such as certifications and degrees to verify special qualifications of job candidates. Employers can access this information from their own desks via the Internet for a one-time annual fee. Job seekers can use the system to register for work, file unemployment insurance claims, check on jobs that match qualifications and fax resumes directly from the computer to the employer. Job seekers can access this service through most WorkOne Centers across the state and via the Internet.

### **Eligibility**

Indiana residents and employers.

### **Contact for use**

Indiana Department of Workforce Development—1-888-WORKONE or visit [www.workforce.IN.gov](http://www.workforce.IN.gov) (click on “Employer Services”).

## **Workforce Investment Act (WIA)**

### **Services/Uses**

Program funds are used to provide unemployed, dislocated workers and individuals who need assistance in obtaining or retaining self-sufficient employment with skills enabling them to return to, or keep, productive employment. WIA may be used for partial payment of workers' wages during training and the cost of training materials. Other services include customized, institutional and classroom training; remedial education; basic-skills training; job-search assistance; and counseling.

### **Eligibility**

Indiana residents and employers; out-of-state residents may also be served.

### **Terms/Conditions**

Participation is limited to clients who are unable to obtain or retain self-sufficient employment.

### **Apply through**

Indiana Department of Workforce Development—1-888-WORKONE or visit [www.workforce.IN.gov](http://www.workforce.IN.gov) (click on “Workforce Services”).

## **WorkOne Centers and WorkOne Express Sites**

### **Services/Uses**

These Centers provide one-stop shopping for job seekers, students and employers seeking information on labor-market statistics, careers, education and training opportunities, job-task analysis, assessment, counseling, community services, and more. Core services include access to CS3 (Customer Self Service System), Workforce Investment Act (WIA) services, vocational rehabilitation and other related programs.

### **Eligibility**

Indiana residents and employers.

### **Contact for use**

Indiana Department of Workforce Development—1-888-WORKONE or visit [www.workforce.IN.gov](http://www.workforce.IN.gov) (click on “Workforce Services”).

## **Manufacturing Assistance**

### **Services/Uses**

Indiana Business Modernization and Technology (BMT) Corporation is Indiana's partner in the Manufacturing Extension Partnership (MEP) of the National Institute of Standards and Technology (NIST). This collaboration is designed to help small- and medium-sized manufacturers and other businesses assess and solve problems relating to technology, training, marketing and financing. BMT's field staff is located throughout the state and its nationwide collaboration and in-state resource partners enhance its resources.

### **Eligibility**

Indiana manufacturers.

### **Contact for use**

Indiana Business Modernization and Technology Corporation—317-635-3058,  
[www.bmtadvantage.org](http://www.bmtadvantage.org)

## Quality Program

### **Services/Uses**

BMT's quality services provide training and consultation to organizations throughout Indiana. BMT quality field agents focus on the needs of each client and craft solutions to their unique business issues. Hundreds of Indiana companies understand and meet industrial quality standards such as ISO 9000 and ISO 14000 with on-site assistance from BMT.

### **Eligibility**

Indiana businesses, manufacturers and non-profit organizations.

### **Contact for use**

Indiana Business Modernization and Technology Corporation—317-635-3058,  
[www.bmtadvantage.org](http://www.bmtadvantage.org)

## **Mid-America Plastics Partners (MAPP)**

### **Services/Uses**

MAPP works to develop an alliance of plastics processors, their customers and industry supporters. MAPP's mission is to deliver high-caliber resources to impact the bottom line of its partners. To accomplish this, MAPP utilizes an extensive business network in order to provide its partners with:

- Formal benchmarking services
- Opportunities to network with peers
- Immediate answers to pressing problems
- Instant information to make better purchasing decisions
- Ways to reduce costs
- Opportunities to find new business

### **Eligibility**

Small and medium-sized businesses.

### **Terms/Conditions**

Must be a MAPP member in good standing.

### **Contact to join**

Mid-America Plastics Partners—317-913-2440

## **Small Business Development Center Network (SBDC)**

### **Services/Uses**

The SBDCs are a network of 12 regional offices that serve as the first stop for Indiana companies seeking help. These offices link with state, federal and local assistance programs to serve all business requests.

Services include:

- FAX-ON-DEMAND Indiana, a 24-hour phone and fax-back clearinghouse (call 800-726-8000)
- One-on-one management and technical consulting
- Localized training, seminars and workshops
- Access to information, self-help materials and expert assistance

### **Eligibility**

Indiana small businesses or businesses with less than 500 employees as defined by Small Business Administration size standards, seeking financial, management and technical assistance.

### **Apply through**

Indiana Small Business Development Center Network Administrative Office—317-234-2082

The 12 regional centers are located in:

Bloomington, Evansville, Fort Wayne, Indianapolis, Kokomo, Lafayette, Madison, New Albany, Northwest Indiana (Portage), Richmond, South Bend and Terre Haute.

The Web site of the Indiana SBDC is [www.isbdc.org](http://www.isbdc.org)

## **BMT Microelectronics Center**

### **Services/Uses**

The Microelectronics Center was established by the state of Indiana to assist small- and medium-sized businesses which need to utilize state-of-the-art electronic technology, but which lack the specialized knowledge and skills to do so. The Microelectronics Center staff includes engineers with technical degrees and expertise in important specialties, and additional resources strengthen the services available.

### **Eligibility**

Companies in Indiana and other states.

### **Apply through**

Indiana Business Modernization and Technology Corporation—317-635-3058,  
[www.bmtadvantage.org](http://www.bmtadvantage.org).



## **Certified Development Companies (CDC)**

### **Services/Uses**

The program provides long-term, fixed-rate financing for a business's fixed-asset needs, including:

- The purchase of land and buildings
- Machinery and equipment
- Renovation and leasehold improvements

### **Eligibility**

Small businesses that:

- Are located in Indiana;
- Are corporations, partnerships or proprietorships;
- Create and/or retain jobs;
- Have a net worth not greater than \$7 million; and
- Have an average net profit less than \$2.5 million per year for the last two years.

### **Terms/Conditions**

Terms may be for 10 or 20 years. The interest rate on the CDC debenture is fixed at closing at approximately 1% over the Treasury-bond rate. This results in a blended interest rate that is often below conventional rates.

### **Amounts**

The CDC provides up to 40% of the cost, with a commercial bank financing 50% of the total cost. The CDC portion is limited to \$1 million. Minimum project cost is \$125,000

### **Apply through**

Indiana Statewide Certified Development Corporation—317-844-9810

Local Certified Development Companies:

- Allen County Community Development Corporation—260-427-1127
- St. Joseph County Business Development Corporation—260-235-9278

Marion and surrounding counties (except Hamilton):

- Premier Capital—317-974-0504

## Capital Access Program (CAP)

### Services/Uses

This is a small business credit enhancement program that creates a specific cash reserve fund for a participating lender to use as additional security for loans enrolled in the program. The CAP allows lenders to consider making slightly riskier loans that might not meet conventional lending requirements.

### Eligibility

Any corporation, partnership, joint venture, sole proprietorship, cooperative or other entity, whether profit or not-for-profit, authorized to conduct business in Indiana may participate through a lender enrolled in the CAP.

### Terms/Conditions

The borrower, the lender and the Indiana Development Finance Authority (IDFA) each contribute a percentage of the loan into the lender's reserve fund, which pools contributions from all CAP loans. The lender determines whether a loan is made, the interest rate, the terms and conditions, and the amount contributed to the reserve fund (1.5% to 3.5% of the loan). The borrower pays its portion, the lender matches that amount (lender may pass its portion on to the borrower) and the IDFA matches the combined total.

### Amounts

CAP loans may be of any amount.

The IDFA match is increased to one and one-half times for lenders with less than an aggregate \$2 million enrolled in the CAP.

IDFA's contribution doubles when a lender makes a loan to a business that is owned and operated by a minority borrower.

IDFA's contribution triples when:

- The business is a high-growth/high-tech company paying high wages to skilled workers; or
- The business is a licensed child care facility.

### Apply through

Participating banks listed on IDFA's Web site, [www.in.gov/idfa](http://www.in.gov/idfa)

## Hoosier Business Investment Tax Credit

### Services/Uses

This business incentive provides a tax credit for eligible capital investments made in Indiana.

### Eligibility

- Qualified investments may be made during taxable years beginning after Dec. 31, 2003, and ending before Jan. 1, 2006.
- Qualified investments consist of equipment purchases for:
  - telecommunications, production, manufacturing, fabrication, assembly, extraction, mining and processing (collectively referred to as “Eligible Business Activities”);
  - new computers and related equipment;
  - costs associated with modernization of existing equipment used for the Eligible Business Activities, or finishing facilities;
  - onsite infrastructure improvements;
  - construction of facilities used for the Eligible Business Activities or finishing;
  - costs associated with retooling existing machinery and equipment; and
  - costs associated with construction of special purpose buildings and foundations for use in the computer, software, biological sciences or telecommunications industries.
- Excludes property that may be readily moved outside Indiana.

### Terms/Conditions

- The applicant must have had business activities in Indiana for at least one year prior to the submittal of an application for the Hoosier Business Tax Credit.
- The applicant must create new jobs or increase wage levels in Indiana.
- The average wage paid at the project location must equal or exceed 150% of the hourly minimum wage established under Indiana laws.
- The taxpayer must maintain operations at the project location for at least 10 years during the credit’s availability.
- Qualified investment property must remain in Indiana for at least the lesser of its useful life for federal income tax purposes or 10 years.
- The Economic Development for a Growing Economy (EDGE) board must approve all qualified investments prior to the reinvestment.

### Amounts

- The Hoosier Business Investment Tax Credit equals 30% of the amount of the qualified investment.
- In the taxable year in which the taxpayer makes the qualified investment, the taxpayer may claim the lesser of: 30% of the qualified investment amount or the taxpayer’s state tax liability growth (which is the applicant’s state tax liability in a taxable year minus the greater of: the taxpayer’s state tax liability in the most recent prior taxable year in which the taxpayer claims part of the credit, or the taxpayer’s base tax liability).
- Unused tax credits may be carried forward for a maximum of 9 (nine) consecutive taxable years after the taxable year in which the investment is made.

### Apply through

## Property Tax Abatement

### Services/Uses

Property tax abatement is a temporary tax deduction used to encourage new investment in manufacturing or research-and-development equipment and the development or redevelopment of real property.

### Eligibility

Companies that invest in new buildings, new manufacturing or research equipment, and residentially distressed areas.

### Terms/Conditions

Abatement may be given for real property and some types of personal property (manufacturing and R&D equipment). Abatement is only available in areas appropriately designated as revitalization or brownfield revitalization areas.

### Amounts

The value of the abatement depends on the assessed value of the property for which abatement is being considered, and is at the discretion of the designating body. The designating body also determines the duration of the abatement, which is subject to an abatement schedule established in IC 6-1.1-12.1.

### Apply through

For a list of local government units, contact the Indiana Association of Cities and Towns–317-237-6200.

## **Tax Increment Financing (TIF)**

### **Services/Uses**

TIF revenues may be used for the purpose of developing an area—for example, to construct public improvements such as roads and sewers, to acquire real and depreciable personal property, or to retire debt incurred to fund the development activities.

### **Eligibility**

Cities and counties, through their redevelopment commissions.

### **Terms/Conditions**

- Bonds may be issued at taxable or tax-exempt interest rates.
- Capitalized interest payments may not exceed five years.
- Principal and interest payments equal to one year must be held in reserve.
- Marketability of the bonds will depend on the underlying risk of repayment.

### **Amounts**

Contingent on the new property taxes generated as a result of development within the designated TIF allocation area.

### **Apply through**

Local redevelopment commissions.

For additional information, contact the Indiana Department of Local Government Finance—317-232-3777

## **Indiana Community Business Credit Corporation (ICBCC)**

### **Services/Uses**

The ICBCC is a consortium of Indiana banks formed to engage in high-risk lending. ICBCC participation in a project allows the funding of loans that exceed the limits banks ordinarily set based on conventional lending practices. Eligible uses include:

- Primary working capital
- Subordinated working capital
- Long-term loans for new equipment
- First mortgages on existing properties as well as planned construction projects
- Second mortgages
- Leveraged buy-outs
- Subordinated debt/equity combinations

### **Eligibility**

Loans are made to existing small to medium-sized companies that require a source of supplemental financing to meet growth needs. Only Indiana-based companies or Indiana operations are eligible.

### **Terms/Conditions**

Interest rates are generally several points above prime rate due to the high-risk nature of the projects. Terms can range from 3 to 25 years. Applications must be accompanied by a detailed business plan, current and past financial statements, cash-flow projections, and earnings projections.

### **Amounts**

Loan amounts range from \$100,000 to \$750,000 and must be at least matched by a participating lender. Minimum project cost is \$200,000.

### **Apply through**

Cambridge Capital Management Corporation—317-843-9704;  
Indiana Community Business Credit Corporation—317-469-9704; member banks.

## **Community Revitalization Enhancement Districts (CReED) Tax Credit**

### **Services/Uses**

Provides tax credits to encourage revitalization investments in Indiana areas designated as CReED areas.

### **Eligibility**

A taxpayer must incur expenses for redevelopment or rehabilitation of property located within an area designated as a CReED district, under a plan adopted by the local advisory commission on industrial development and approved by the Department of Commerce.

### **Terms/Conditions**

CReED area designations must be completed prior to a taxpayer's request for the CReED tax credit. The process for the establishment of a CReED area is initiated at the local level through the local advisory commission on industrial development.

### **Amounts**

The tax credit is similar to, but more restrictive than, the Industrial Recovery Site Credit / Dinosaur Program (see State Business and Community Development: Infrastructure). It is based on 25% of the qualified investment.

### **Apply through**

The Indiana Department of Commerce for CReED Tax Credit matters. Questions regarding CReED area designations should be directed to the local unit of government for the applicable area.

## **Energy and Recycling Office Services**

### **Services/Uses**

The Energy and Recycling Office of the Indiana Department of Commerce provides a wide range of assistance in energy efficiency, alternative energy and recycling market-development programs.

The office provides access to federal and state funding programs and other resources.

Call 317-232-8940 for information on energy price, supply and trend data and referrals to national energy information sources, programs and technical databases. The Recycling Market Development Program provides technical assistance in identifying markets for recyclable materials and helps manufacturers locate reliable supplies of recycled feedstock. The program also promotes the purchase of recycled-content products.

### **Eligibility**

Indiana businesses, institutions and local governments.

### **Apply through**

Indiana Department of Commerce, Energy and Recycling Office—317-232-8940



## **Distributed Generation Grant Program (DGGP)**

### **Services/Uses**

This program is designed to enable businesses and institutions to install and study alternatives to the central generation of electricity such as fuels cells, micro turbines, cogeneration, combined heat and power, and renewable energy sources.

### **Eligibility**

Businesses, nonprofit institutions and units of local government (including public schools) that operate in Indiana or will operate in the state as a result of this project are eligible.

### **Terms/Conditions**

Matches are required; percentage varies by the nature of the project.

### **Amounts**

The maximum grant amount available per applicant is \$30,000.

### **Apply through**

Indiana Department of Commerce, Energy and Recycling Office—317-232-8940

## **Industrial Energy Efficiency Fund (IEEF)**

### **Services/Uses**

Provides loans to businesses to improve energy efficiency in the industrial process.  
The loans are available for the acquisition of energy-efficient manufacturing equipment.

### **Eligibility**

Businesses that operate in Indiana or will operate in the state as a result of the project and have an SIC classification of 20–39.

### **Terms/Conditions**

- Interest rate is 0%.
- Repayment terms may be tied to projected energy cost savings, with a maximum of 10 years.

### **Amounts**

The maximum amount available per applicant is \$250,000 or 50% of the total eligible project costs, whichever is less.

### **Apply through**

Indiana Department of Commerce, Energy and Recycling Office—317-232-8940

## **Public Facility Energy Efficiency Program (PFEEP)**

### **Services/Uses**

Provides loans to public facilities (public schools, libraries and local governments) to improve building energy efficiency. The loans are available for the acquisition and installation of energy-efficient equipment in existing or new facilities.

### **Eligibility**

Public facilities (i.e. “governing bodies,” as defined by IC 36-1-12.5-1.5) that operate in Indiana

### **Terms/Conditions**

- Interest rate is 0%
- Repayment terms may be tied to projected energy cost savings, with a maximum of 10 years

### **Amounts**

The maximum amount available per applicant is \$100,000. No match is required.

### **Apply through**

Indiana Department of Commerce, Energy and Recycling Office—317-232-8940

## **Rebuild America**

### **Services/Uses**

Provides communities with technical and financial support to make profitable investments in existing buildings through energy-efficient technologies.

### **Eligibility**

Community partnerships composed of local governments, private businesses, community and economic development agencies, schools and universities, or housing authorities.

### **Terms/Conditions**

Partnerships must develop an action plan within one year of application to the program.

### **Amounts**

Maximum one-time grant up to \$30,000 for the proposed project.

### **Apply through**

Indiana Department of Commerce, Energy and Recycling Office—317-232-8940

## **Recycling Promotion and Assistance Fund (RPAF)**

### **Services/Uses**

Provides loans to businesses to enhance the development of markets for recyclable materials. The loans are available for the acquisition and installation of specialized manufacturing equipment and machinery, or for the conversion of existing equipment and machinery for the manufacturing of products that contain recycled materials or for the final processing of secondary materials.

### **Eligibility**

Businesses that operate in Indiana or will operate in the state as a result of the project.

### **Terms/Conditions**

- Private-sector investment must be made.
- Terms can be up to seven years or the life of the asset, whichever is less.
- Interest rate is 0%.
- At least a 10% equity investment is required.
- Only non-hazardous materials are eligible.

### **Amounts**

The lesser of \$500,000 or 50% of the total eligible project costs. Companies that complete their RPAF loan in good standing are eligible to apply for an additional loan up to \$500,000.

### **Apply through**

Indiana Department of Commerce, Energy and Recycling Office—317-232-8940

## **\$1 Million RPAF Attraction Loan**

### **Services/Uses**

Provides loans to businesses that enhance markets for recyclables by making a recycled-content product or industrial feedstock. (See preceding section for RPAF loan.)

### **Eligibility**

Businesses that operate in Indiana or will operate in the state as a result of the project. The business should be a successful, expanding company building markets for priority recyclable materials, including: plastics, mixed glass, construction and demolition debris, coal combustion materials, tires, foundry sand, and computers and electronics.

### **Terms/Conditions**

- Private-sector investment must be made.
- Terms can be up to seven years or the life of the asset, whichever is less.
- Interest rate is 0%.
- At least a 10% equity investment is required.
- Only non-hazardous materials are eligible.

### **Amounts**

The lesser of \$1 million or 50% of the total eligible project costs.

### **Apply through**

Indiana Department of Commerce, Energy and Recycling Office—317-232-8940

## Three R's Assessment Grant

### Services/Uses

This grant is intended to reduce waste disposal and increase markets for recyclables by providing funding for identifying opportunities for businesses to reduce waste, reuse materials, increase recycling, and use more recycled-content products and feedstocks.

### Eligibility

Manufacturing and commercial businesses that operate in Indiana. Entities located outside the state may share costs and participate in projects. Projects must take place within the state.

### Terms/Conditions

Eligible costs include consulting fees, personnel, contractual and other direct costs that are integral to the project. A 50% match is required, and the project must be completed within one year from the date of contract execution.

### Amounts

The lesser of \$6,000 or 50% of the total eligible project costs.

### Apply through

Indiana Department of Commerce, Energy and Recycling Office—317-232-8940

## **Innovations Grant**

### **Services/Uses**

To assist the research, development and implementation of new methods for using recyclables, reducing waste, and/or increasing reuse and recycling. Provides grants to any Indiana business for innovative research and development of products/projects toward near-term commercialization. Sample projects include: pilot plants, research on changes to plant processes and field demonstrations of new products.

### **Eligibility**

Manufacturing and commercial businesses that operate in Indiana. Entities located outside the state may share costs and participate in projects. Projects must take place within the state.

### **Terms/Conditions**

Eligible costs include equipment, supplies, contractual and other direct costs that are integral to the project. A 50% match is required, and the project must be completed within two years from the date of contract execution.

### **Amounts**

The lesser of \$100,000 or 50% of the total eligible project costs.

### **Apply through**

Indiana Department of Commerce, Energy and Recycling Office—317-232-8940



## **Recycled-Product Marketing Grant**

### **Services/Uses**

This grant is designed to increase sales of recycled-content or reused products through marketing assistance. Small Indiana businesses that manufacture recycled-content products or sell products for reuse can use the grant to increase their marketing efforts. Examples of eligible projects include development or implementation of a marketing plan, development of a Web site, and funding for an exhibit space or rental fees at a trade show.

### **Eligibility**

Small businesses that employ fewer than 100 people and that manufacture a high value-added product containing recycled material.

### **Terms/Conditions**

Eligible costs include marketing materials, contractual fees and other direct costs that are integral to the project. A 50% match is required, and the project must be completed within one year from the date of contract execution.

### **Amounts**

The lesser of \$30,000 or 50% of the total eligible project costs.

### **Apply through**

Indiana Department of Commerce, Energy and Recycling Office—317-232-8940

## **Recycled-Product Purchasing Grant**

### **Services/Uses**

This grant is used to promote the purchase of recycled-content or reused products. Funding is provided to local government entities in Indiana to purchase recycled-content product(s), preferably produced in the state, as a trial or demonstration. Examples of eligible products include plastic lumber-based products, recycled-content copy paper, promotional materials, refurbished office furniture and construction materials.

### **Eligibility**

Local units of government, including public schools and libraries, and solid-waste management districts.

### **Terms/Conditions**

A 50% match is required.

### **Amounts**

The lesser of \$5,000 or 50% of the total eligible project costs.

### **Apply through**

Indiana Department of Commerce, Energy and Recycling Office—317-232-8940

## **U.S. Department of Energy (U.S. DOE), Office of Industrial Technology Programs**

### **Services/Uses**

The Energy and Recycling Office of the Indiana Department of Commerce partners with Indiana companies to apply for funding from several U.S. DOE solicitations. These solicitations seek basic research, applied research, development and demonstration projects that improve the economic, environmental or energy impact of an industry.

### **Eligibility**

Indiana businesses and industries.

### **Terms/Conditions**

Terms and conditions are specific to each solicitation.

### **Amounts**

Grant amounts are specific to each solicitation.

### **Apply through**

Indiana Department of Commerce, Energy and Recycling Office—317-232-8940

## **Alternative Power & Energy Grant Program**

### **Services/Uses**

This program is designed to enable grant recipients to install and study renewable energy-system applications in areas such as power generation, heating and cooling, and waste-to-energy. Eligible projects include solar, wind, geothermal, hydropower, landfill gas, sewage gas, biomass and waste woods.

### **Eligibility**

- Local units of government
- Businesses and institutions operating in Indiana

### **Terms/Conditions**

Minimum 70% match required.

### **Amounts**

Maximum grant amount is \$30,000, or 30% of project cost; whichever is less.

### **Apply through**

Indiana Department of Commerce, Energy and Recycling Office—317-232-8940

## **Alternative Fuel Transportation Grant Program**

### **Services/Uses**

The program is designed to enable businesses and institutions to acquire alternative fuel vehicles and to make use of alternative transportation fuels. Projects eligible for grants include those that involve the purchase of alternative-fuel vehicles, the conversion of conventionally fueled vehicles to run on alternative fuels, the installation of alternative-fuel vehicle-refueling facilities, the purchase and use of renewable transportation fuels, or combinations of these purposes.

### **Eligibility**

Businesses and institutions operating in Indiana; units of local government.

### **Terms/Conditions**

Matches are required; percentage varies by nature of project.

### **Amounts**

Maximum grant amount of \$30,000

### **Apply through**

Indiana Department of Commerce, Energy and Recycling Office—317-232-8940

## **Energy Education and Demonstration Project Grant Program**

### **Services/Uses**

This program funds projects demonstrating renewable energy, energy efficiency, industrial power, distributed generation, fuel cells, and other key energy areas. Projects must meet the following criteria:

1. Each project must demonstrate a commercially available energy technology.  
Research projects will not be funded.
2. Each project must demonstrate either a technology that is novel to Indiana or that is an uncommon application in Indiana of an available technology.
3. Each project must enjoy a high degree of public visibility or be integrated into an education program.

### **Eligibility**

- Local units of government
- Businesses and institutions operating in Indiana

### **Terms/Conditions**

Matching funds required; percentages vary.

### **Amounts**

Maximum grant amount is \$30,000.

### **Apply through**

Indiana Department of Commerce, Energy and Recycling Office—317-232-8940

## International Trade Services

### Services/Uses

International trade specialists at the Indiana Department of Commerce offer export-development assistance to Indiana companies in order to increase the sale of Indiana products worldwide.

Services include:

- Determining export capability
- Conducting market research
- Providing export counseling
- Facilitating international contacts
- Participating in select overseas trade shows
- Leading overseas trade missions

### Eligibility

Small- and medium-sized Indiana manufacturing companies that are seeking new global markets.

### Apply through

Indiana Department of Commerce, Office of International Trade—317-233-3762

## Indiana Overseas Offices

### Services/Uses

Foreign offices representing the State of Indiana are located in Europe, Japan, China, Canada, Taiwan, Mexico, Singapore, Korea, Brazil, Chile, Australia, Israel and South Africa. These offices serve as a link between Indiana businesses and overseas markets.

Services include:

- Providing business contacts
- Identifying and consulting on trade opportunities
- Representing and assisting companies at overseas trade shows
- Conducting market research
- Facilitating meetings with businesses and government officials

### Eligibility

Small- and medium-sized Indiana manufacturing companies that are seeking new global markets.

### Apply through

Indiana Department of Commerce, Office of International Trade—317-233-3762



## Trade Finance Program

### Services/Uses

The International Trade Division (ITD) of the Indiana Department of Commerce works in partnership with the Export-Import Bank of the United States (Ex-Im Bank) to provide export financing assistance to qualified Indiana exporters. Ex-Im Bank offers the following programs:

- 90% working-capital loan guarantees: the proceeds may be used to purchase finished products, materials, services and labor to produce goods for export.
- Medium- and long-term export guarantees and loans: Guarantees provide repayment protection for private-sector loans to creditworthy buyers of exported U.S. goods and services. Loans provide competitive, fixed-rate financing for U.S. export sales. Direct loans may be extended to foreign buyers of U.S. exports. Intermediary loans may be extended to fund responsible parties that extend loans to foreign buyers.
- Protection for exporters' foreign receivables from covered political and commercial risks.

### Eligibility

- Must be an Indiana business that:
  - Has been in business for one or more years
  - Offers reasonable assurance of repayment
  - Has a positive net worth
- Product content must be at least 50% U.S. (not military related).
- Receiving country must have authorized support by the Ex-Im Bank.

### Terms/Conditions

Differs depending on program.

### Amounts

Funding differs depending on program.

### Apply through

Indiana Department of Commerce, Office of International Trade—317-233-3762

## **Trade Show Assistance Program (TSAP)**

### **Services/Uses**

This program provides financial assistance to Indiana manufacturers by reimbursing a portion of the costs incurred while exhibiting their products at overseas trade shows.

### **Eligibility**

- Manufacturers having worldwide employment of 500 or less.
- Producing 51% of their product in Indiana.
- Applicants must also be ready to export, have available manufacturing capacity for export and have basic export knowledge.

### **Terms/Conditions**

Interested businesses must apply three months in advance of the trade show and must agree to complete post-show, six- and 12-month evaluations.

### **Amounts**

Reimbursement includes 100% of exhibit space rental or \$5,000, whichever is less. Eligible companies may use this program one time per fiscal year and may not use the grant for the same show in two consecutive years.

### **Apply through**

Indiana Department of Commerce, Office of International Trade—317-233-3762

## **Indiana-India Initiative (IN3)**

### **Services/Uses**

Indiana's India Initiative (IN3) is a public/private partnership to develop new trade opportunities between Indiana and the southern Asian country of India. The Indiana Department of Commerce has partnered with MNDS International to assist Indiana companies in exploring export opportunities in this market of more than one billion people. Companies may receive an initial market assessment free of charge.

### **Eligibility**

Indiana businesses

### **Terms/Conditions**

### **Amounts**

### **Apply through**

Indiana Department of Commerce, Office of International Trade—317-233-3762

## **Honorary Indiana Ambassador Program**

### **Services/Uses**

The Honorary Indiana Ambassador Program is designed to recognize Hoosiers traveling abroad due to their unique talents or abilities. “Honorary Indiana Ambassador” is a title that can be used for the duration of the time spent out of state.

Approved applicants will receive:

- Letter and certificate proclaiming them an Honorary Indiana Ambassador
- 10 State of Indiana lapel pins
- Five packets of Indiana promotional literature
- Special country briefing
- Press release for local newspaper (provided upon completion of trip and receipt of visit summary)

### **Eligibility**

Applicants must be residents of Indiana and may apply up to three times per year. Persons traveling for pleasure or personal business are not eligible for participation.

Applicants must provide an introductory letter requesting participation in the Honorary Indiana Ambassador Program. The introductory letter must be accompanied with a letter of invitation or other travel documentation that identifies the purpose of the trip, the name of the sponsoring or coordinating organization, and the dates of travel. Applicants must also provide a copy of one of the following forms of identification: an Indiana driver’s license, ID card or passport.

Applications must be received at least two weeks in advance of the trip.

Within one month of completion of the trip, Ambassadors are asked to submit a one-to two-page summary of their visit, including comments on any meetings of note. A schedule or itinerary may be attached to this document.

### **Apply through**

Indiana Department of Commerce, Office of International Trade—317-233-3762

## Agriculture Program

### Services/Uses

Through a joint effort between the Indiana Department of Commerce, Office of International Trade and the Office of the Commissioner of Agriculture (OCA), an Indianapolis-based trade specialist promotes the sale of Indiana's processed foods and equipment, lumber products, and agricultural machinery and equipment worldwide.

### Our Partners

**The Office of the Commissioner of Agriculture** works to promote Indiana's agriculture industry with all its components and to inform citizens of agriculture's important impact on Indiana's economy.

**The Mid-America International Agri-Trade Council (MIATCO)** is an organization composed of 12 Midwestern state agricultural promotion agencies that use federal, state and industry resources to promote the export of Midwestern food and agricultural products.

**The Foreign Agricultural Service (FAS)** of the U.S. Department of Agriculture (USDA) works to improve foreign market access for U.S. products. The FAS operates programs designed to build new markets and improve the competitive position of U.S. agriculture in the global marketplace.

**The Hardwood States Export Group** is a coalition of trade specialists from eight states that have an interest in international markets for hardwood products. This group works together on multi-state projects that increase sales for wood product companies from the participating states, through the development of international markets and opportunities.

Services Include:

- **Buyers' Missions**  
The Office of International Trade facilitates the visits of potential foreign buyers to Indiana and sets appointments with local companies that would be good business matches.
- **Food Export Help Line**  
MIATCO provides a service that can give you customized export assistance. An industry expert will listen to your company's exact circumstances and then put international trade and counseling experience to work for you. Call 1-888-741-7363.
- **Branded Program**  
Under this program, sponsored by MIATCO and FAS, Indiana companies are able to claim reimbursement for up to 50% of their qualified international marketing expenditures.
- **Market Research**  
Through this effort, an Indianapolis-based specialist — with the network support of partners and 14 Indiana Foreign Trade Offices throughout the world — provides industry-specific market research and qualified trade leads.
- **International trade shows with pre-departure services**  
The Office of International Trade offers briefings on country and cultural topics, and provides exhibition tips to prepare international trade show participants.

### Eligibility

Indiana companies in this market sector are seeking global markets.

### Apply through

Indiana Department of Commerce, Office of International Trade—317-233-4459

## Export Statistics

### Services/Uses

Through a partnership with the Indiana University Kelley School of Business and Cinergy/PSI, International Trade presents quarterly analysis of Indiana's export statistics. Special quarterly reports on trade-related topics by Dr. Larry Davidson, professor of Business Economics and Public Policy at Kelley School of Business, are also available on the Indiana Department of Commerce Web site.

### Apply through

Indiana Department of Commerce, Office of International Trade—317-233-3762 or [www.indianacommerce.com](http://www.indianacommerce.com)

## Small Business Investment Company Program (SBIC)

### Services/Uses

Small Business Investment Companies (SBICs) provide long-term and/or venture capital to small firms. SBICs are privately owned investment companies that are licensed and regulated by the Small Business Administration (SBA). An SBIC will finance a small firm by providing a straight loan and an equity-type investment. This method of financing may then provide partial ownership to the SBIC and management assistance to the company.

### Eligibility

- Businesses with a net worth of less than \$6 million and average net annual profits (after taxes) over the last two years of less than \$2 million.
- Other requirements and restrictions apply.

### Terms/Conditions

Terms and interest rates are negotiated by the SBIC, but they are regulated by the SBA. Generally, the loans are for at least five years.

### Amounts

Generally \$100,000 to \$500,000, but can vary depending on the particular SBIC.

### Apply through

U.S. Small Business Administration—317-226-7272

Contact one of the following SBICs for assistance:

- Cambridge Ventures, L.P.—317-843-9704
- Circle Ventures—317-636-7242
- 1st Source Capital Corporation—219-236-2180

## SBA Guaranty Program

### Services/Uses

This program provides guaranty loans to small businesses. The SBA does not advance any dollars; the total loan is funded by the bank. Funding may be used for both fixed-asset and working-capital needs.

### Eligibility

- Start-up and existing businesses that meet Small Business Administration (SBA) size criteria.
- Excludes not-for-profit businesses and investment and lending firms.

### Terms/Conditions

- Terms for working-capital loans are limited to seven years.
- Terms for machinery and equipment are limited to 10 years.
- Real-estate terms are up to 20 years.
- The guaranty fee is 0.25% of the guaranteed amount for loans with maturities of 12 months or less.
- The guaranty fee is computed on a sliding-scale basis for loans with maturities exceeding 12 months. The guaranty fee is 2% for loans of \$100,000 or less. For a guaranty amount between \$100,001 and \$250,000, the fee is 3%. If the guaranty exceeds \$250,000, the fee is 3% on the first \$250,000 and 3.5% on the next \$250,000, with any amount exceeding \$500,000 computed at 3.875%.

### Amounts

Loans of \$100,000 or less are guaranteed by the SBA up to 80%. Loans exceeding \$100,000 have a maximum guaranty of 75% up to \$750,000. The maximum interest rate is 2.75% above the national prime as listed in *The Wall Street Journal*.

### Apply through

Local lending institutions;  
U.S. Small Business Administration—317-226-7272



## Additional State Resources

### **State Information Center**

[www.in.gov/sic](http://www.in.gov/sic)

One-stop resource to information on more than 70 state agencies. The center serves as a central point of contact for businesses and the general public to find answers to questions relating to all aspects of state government. Provides answers to residents' requests for information and printed materials or refers them to the appropriate source.

In state: 800-45-STATE; TDD 800-743-3333

Out of state: 317-233-0800

### **Indiana Department of Commerce**

[www.indianacommerce.com](http://www.indianacommerce.com)

Offers assistance to businesses that are relocating, expanding or growing in Indiana.

Economic Development Division: 800-463-8081 or 317-232-8888

Community Development Division: 317-232-8939

Energy and Recycling: 317-232-8940

International Trade: 317-233-3762

Tourism and Film Development: 317-233-3032

### **Indiana Development Finance Authority**

[www.in.gov/idfa](http://www.in.gov/idfa)

Helps Indiana companies obtain financial assistance through loan guaranty programs, tax-exempt private activity bonds for industrial development and flexible lending through credit-enhancement programs.

317-233-4332

### **Indiana Department of Workforce Development**

[www.in.gov/dwd](http://www.in.gov/dwd)

Works with business, labor and educators to build state-of-the-art education and training systems to develop Indiana's workforce.

888-WORKONE

## Additional State Resources

### **Office of the Commissioner of Agriculture**

[www..state.in.us/oca](http://www.state.in.us/oca)

The mission of the Office of the Commissioner of Agriculture is to promote Indiana agriculture, rural development and sustainable communities through partnership building.

317-232-8770

### **Indiana Rural Development Council**

[www.in.gov/irdc](http://www.in.gov/irdc)

The Indiana Rural Development Council (IRDC) is a partnership of local, state, federal, for-profit and not-for-profit stakeholders that serve Indiana communities. The IRDC's purpose is to coordinate efforts of citizens and governments to meet the economic and social needs of rural Indiana.

317-232-8776

### **Indiana Department of Environmental Management**

[www.state.in.us/idem](http://www.state.in.us/idem)

This agency monitors and enforces environmental regulations for the State of Indiana, offering confidential compliance and technical assistance. IDEM also works with industry on issues ranging from compliance and permits to pollution prevention.

Main switchboard: 800-451-6027 or 317-232-8603 and press "0"

Business Liaison: 800-451-6027, press "0" and ask for ext. 2-8598, or 317-232-8598

Confidential assistance:

- Northern Indiana (serving DeKalb, Elkhart, Fulton, Kosciusko, LaGrange, Marshall, Noble, St. Joseph, Starke and Steuben counties)  
800-753-5519 or 574-245-4870
- Northwest Indiana (serving Lake, LaPorte and Porter counties)  
888-209-8892 and ask for ext. 6702 or 219-881-6720
- Southern Indiana (serving Crawford, Daviess, Dubois, Gibson, Knox, Martin, Orange, Perry, Pike, Posey, Spencer, Vanderburgh and Warrick counties)  
888-672-8323 and ask for ext. 2305, or 812-380-2305
- Statewide (serving Central Indiana and counties not listed above)  
800-451-6027, press "0" and ask for ext 2-8603, or 317-232-8603



## Additional State Resources

### **Indiana Port Commission**

[www.portsofindiana.com](http://www.portsofindiana.com)

Facilitates industrial development at each of Indiana's three international ports and develops new relationships with shippers and carriers throughout the world to assist Indiana's port users.  
317-232-9200

### **Indiana Business Modernization and Technology Corporation** [www.bmtadvantage.org](http://www.bmtadvantage.org)

Provides assistance for Indiana companies planning to update operations.  
317-635-3058

### **Small Business Development Center**

[www.sbdcbiz.com](http://www.sbdcbiz.com)

Provides one-on-one consultations to analyze businesses and their needs, define opportunities, and help develop a plan to achieve business goals.  
317-234-2082



## Additional Federal Resources

### **Federal Government Information**

[www.in.gov/ai/gov/fed.htm](http://www.in.gov/ai/gov/fed.htm)

Starting point for business-related questions for the federal government.  
800-688-9889

### **Internal Revenue Service**

[www.irs.gov](http://www.irs.gov)

Federal tax information.

Information: 800-829-1040  
Form request: 800-828-3676